

Community Preservation Act Committee (CPAC)
Meeting Minutes
Thursday, December 16, 2010

The meeting was called to order at 7:00 pm by Peter Jessop, Chair, in the First Floor Meeting Room, at the Town Hall

COMMITTEE MEMBERS IN ATTENDANCE:

Sandra Anderson, Gai Carpenter, John Gerber, Peter Jessop, Chair; Ellen Kosmer, Mary Streeter, Clerk; Stan Ziomek

COMMITTEE MEMBERS ABSENT: Michael Jacques, Vince O'Connor

STAFF / OTHERS IN ATTENDANCE: Sonia Aldrich, Dave Ziomek, Tevis Kimball, Sarah McKee, Pat Holland, George Hicks

AGENDA

- Financial Status
- Review proposals and schedule presentations
- Approve any minutes from last meeting

DISCUSSION

Financial Status – Sonia said the financial status remains the same as last time, a 27% state match, roughly \$700,000 to spend on new proposals.

Review of Proposals – We will generate questions and schedule presentations for the proposals we have received. Decisions on proposals will likely be made in March.

Historic – Historic preservation proposals initially totaled \$255,368, however this total is likely to be higher due to changes discussed, with approximately \$45,000 of that amount being previously obligated debt service for the Kimball House and Town Hall masonry. New projects include:

- **West Cemetery for iron fencing for the Dickinson and Cutler plots** – Gai stated that Town Meeting approved about \$25-30,000 last year based on an estimate from Amherst Welding. This week the Historical Commission reviewed an RFP which had higher estimates, so it requests an **additional \$50,000** as a placeholder in addition to what was already appropriated because the cost of restoration will be greater than previously thought. Gai expects the additional amount to be reduced once all bids are received by the end of January. Gai said this will not be a welding job, but rather one of creating forms and making casts. Mary asked if the Dickinson fence could be separated from the Cutler fence for funding. Sandra suggested the RFP ask to have both sections listed separately as well as together.
- **Town Clerk Archival conservation (\$10,000)** – there are still a few items to be conserved. In the future there may be a request for funds to digitize materials.
- **Amherst Historical Society (\$35,000)** – for a study of lower level storage space for artifacts, upper level exhibit space, and for structural improvements to the Strong House.
- **North Amherst Community Farm Large Barn and Carriage House emergency repairs (\$15,000) and a study for reuse of the building (\$10,000)** – Peter reminded that the farmers will have to be willing to have a historical preservation restriction on the building. He would also like to see estimates for repairs. John disclosed that he is on the Board of Directors for the farm but has no financial interest.
- **Jones Library conservation of 6 historic paintings (\$15,000)**, a firm estimate – Gai said the paintings, which include a portrait of Robert Frost, were appraised within the last decade. Peter wondered whether there would be a historic restriction on the sale or use on moveable objects such as paintings, which are not owned by the Town. He wants to assure the public that these would be available in perpetuity for viewing by the public if public funds were spent to restore them.
- **North Amherst Library foundation stabilization and insulation (\$10,000)** to preserve collections. Pat Holland, Library Trustee Chair said the estimate for brickwork has come in \$1000

higher than the amount listed. The committee agreed to consider this as a request for **\$10,000** rather than \$9,000 originally listed.

- **Hope Community Church (\$45,000)** – \$26,000 for rehabilitation for the roof that is causing some structural problems such as bowing of walls, and funds for foundation and drainage problems (\$19,000). The Church has multiple quotes, a preservation plan, and they will do private fund-raising as well as make use of volunteer work. The Hope Church was founded 100 years ago by and for people of color of Amherst. The structure has historic value. The Church is seeking listing in the National Historic Register. Peter reminded Gai of the necessity for a preservation restriction on the Church.
- **Hawthorne House (\$10,000) for a feasibility study to be matched by (\$10,000) from the Fair Housing Committee** to look at the 2 options that have been discussed, i.e. whether to raze the house and replace it with a structure that would maintain a similar streetscape with duplex affordable housing or to rehabilitate and preserve the existing house to serve the same need. Peter said he would like to see a *pro forma* that is signed by a developer that would actually get this property to the finish line as affordable housing, including information on funding and subsidizing, who will do that and how it will be done.
- Tevis Kimball, Acting Director of the **Jones Library**, said there is a new project for the committee's attention, i.e. roofers currently working on the Library roof have discovered serious deterioration of the **chimneys**. George Hicks, the building supervisor, stated that the cost of the work would be approximately **\$113,000**. The chimneys are original to the building and most are operable. Peter suggested that this project be brought before the Historical Commission soon for prioritization and recommendation. Gai suggested that information on what was done with money previously allocated for work on the Jones Library roof and chimneys be provided to the Historical Commission. Peter suggested this information also be provided to CPAC. Gai suggested that the Historical Commission be informed of the Library's Five Year Plan.

Mary requested that information on the various projects be sent to her electronically for inclusion on the Town website. Peter reminded staff and board members that the seven criteria for projects must be addressed for each of the projects. Dave Ziomek said he will remind staff to let CPAC know about any unspent funds again this year. Mary wants the five-year plans for historic preservation projects to be submitted to CPAC as well, to assist the committee in planning for multi-year financing. Sonia said the JCPC Capital plan includes a listing of projects that qualify for CPA funding and is on the Town website.

Affordable Housing

- **Hawthorne House (\$10,000)** for feasibility study from the Housing Partnership/Fair Housing Committee (HP/FH) to be matched with Historical Commission \$10,000
- **Appraisals and Surveys (\$20,000)** – Housing Partnership/Fair Housing Committee
- **Facilitating Restoration of Hawthorne House (\$81,200)** – from Vince O'Connor submitted directly to CPAC for foundation and sill work (\$40,000), potential lead paint work (\$40,000), both placeholder amounts pending study, and a dendrology dating study (\$1,200)
- **Belchertown Road Habitat Project (\$40,000)** – Pioneer Valley Habitat for Humanity for site work and construction materials. The land was donated by Doug Kohl. Peter disclosed that he is on the Board of Directors for Habitat but has no financial interest.

Transportation – The committee is unsure whether this is a Recreation or an Open Space proposal.

- **Feasibility Study for a Multi-Use Path Connecting University of Massachusetts with North Amherst Center (\$50,000)** – from Public Transportation and Bicycle Committee. Dave Ziomek stated that this project idea has been around for quite a while. CPAC will need a ruling on whether this is an appropriate use of CPA funds and the seven criteria will need to be addressed. Peter will contact Fran Van Treese regarding this proposal.

Open Space

- **Appraisals and Surveys (\$25,000)** – a second appraisal is being done on the Cole property. Dave will have a balance on unspent funds for CPAC in January.
- **Stosz Market Hill Road (\$150,000)** – match for Conservation Partnership Grant to preserve 26 acres along Cushman Brook upstream of Puffer's Pond.

- **Cole Route 116 (\$200,000)** – This small farm could qualify for a LAND grant. The Bicycle Committee supports conserving this land as it could be a connector from the Rail Trolley on the Notch to Atkins Corner. A second appraisal is being done by Bob O'Connor and should be ready by February.

Dave said he expects to bring a Kimball House mitigation and compensation package to Town Meeting this Spring that will include land adjacent to the Wentworth Conservation area. This does not need to come before CPAC.

Administrative – up to 5% of funds can be used for administrative expenses

- **Community Preservation Coalition (\$1,500)** – for member dues for consultant services, conferences, etc.
- **Signs for CPA projects (?)** – to be discussed at our next meeting

Possible Set asides

Peter reminded the committee that if less than 10% of funds is spent in each area of (housing, open space, or historic preservation), an additional amount may need to be set aside.

Mary wondered whether there is a minimum amount of money required if a proposed project were to be financed over a time period. Sonia will check on this.

Schedule of Presentations

Thursday, January 13 – criteria on proposals is due. Sonia will send this information to CPAC members.

Thursday, January 20 – CPAC will develop a list of questions about proposals.

Thursday, February 3 – detailed presentations from Housing and Recreation

Thursday, February 17 – detailed presentations from Open Space and Historic Preservation (Sonia will be unable to attend)

ADJOURNMENT

A motion was made by Gai, 2nd by Sandy, to adjourn at 8:21 pm. Voted unanimously.

NEXT MEETINGS

Our next meeting will be **Thursday, January 20 at 7:00 pm**. Our meetings are usually scheduled on the 3rd Thursday of the month from September through April 2011. Currently meetings are scheduled for Feb. 3 & 17, March 3 & 17 (decisions), and April 21 (work on report to Town Meeting) & 28, and possibly May 18 (Wed.) and 26.

HOMEWORK

It is important for committee members to read materials ahead of time for the next meeting.

DOCUMENTS DISTRIBUTED

- Agenda, 1 page
- Spreadsheet "Financial Status for CPAC Funds", 12/16/2010, 1 page
- CPA Historical Preservation (Amherst Historical Commission) undated, 1 page
- Email from Jim Wald quoting Nate Malloy, 12/15/10, 1 page
- CPA Open Space proposal, 12/10/10, 2 pages
- Pioneer Valley Habitat for Humanity Belchertown Road-Habitat Project Request for Community Preservation Act Funding, 12/9/10, 7 pages
- Preliminary FY2012 CPA Project Proposals from Housing Partnership/Fair Housing Committee and Vince O'Connor, 12/10/10, 19 pages
- Proposal for a Feasibility Study for a Multi-Use Path Connecting the University of Massachusetts with North Amherst Center and supporting Letters, 12/10/10, 13 pages

Respectfully submitted by Mary Streeter, Clerk

Approved January 20, 2011